

## **Purpose**

The purpose of students earning credits through Equivalency, Challenge and External Credentials is to grant credit towards B.C. graduation for learning that has occurred beyond the scope of regular schooling and which meets or exceeds the B.C. Ministry of Education and Child Care standards for course completion.

Although students are entitled to receive credit, as set out below, SCK assumes no liability, financial or otherwise, for students who enroll in courses or programs offered by other jurisdictions or institutions.

Students and parents are expected to work with the Registrar, the Rector and appropriate certified teachers and to access the information and processes referred to below. Students or parents who have concerns that are not resolved regarding Challenge, Equivalency or other related curricular matters are expected to follow the Resolution of Student or Parent School Concerns.

## **1. Equivalency (Documented Prior Learning)**

### **1.1. Purpose of Equivalency**

The purpose of Equivalency is to recognize valid credentials equivalent to the B.C. Grade 10, 11 and 12 levels acquired by students from other educational jurisdictions and institutions outside the regular B.C. school system. The equivalency process is not intended to recognize undocumented prior learning.

The Ministry of Education and Child Care may make determinations about Equivalency that apply to all students. Such determinations will be listed in the [Handbook of Procedures](#) for the Graduation Program or online [Course Registry](#).

### **1.2 Student Requirements for Equivalency**

- 1.2.1 With some exceptions for international students (see the [International Student Graduation Credit Policy](#) for further information), all students enrolled with a board of education are entitled to apply for an equivalency review of their documented prior learning.
- 1.2.2 All students who can provide a credential or documentation to support their equivalency request are entitled to an equivalency review.
- 1.2.3 The credentials or documentation presented by the student must meet the B.C. learning outcomes of the Grade 10, 11 or 12 course for which equivalency is sought.
- 1.2.4 There is no limit to the number of credits students may be awarded through Equivalency.

- 1.2.5 SCK will not charge students for equivalency reviews; however, students may be asked to provide translations if documents are not in English or French.

### **1.3 Assessing and Approving Equivalency**

- 1.3.1 Equivalency credit will only be granted if the prescribed learning outcomes from B.C. provincial and locally developed courses are met. To gain successful equivalency the student must meet the same standards as those expected of students who take the course through regular classes.
- 1.3.2 The approval for equivalency must be made by the Registrar in consultation with the Principal/Rector and the appropriate certified teacher.
- 1.3.3 Students will receive a letter grade and percentage mark for a successful equivalency or a "Transfer Standing" if information is insufficient to assign a letter grade and percentage.
- 1.3.4 When Equivalency is not available, students may Challenge for credit.

## **2. Challenge (Undocumented Demonstrated Prior Learning)**

### **2.1 Purpose of Challenging for Credit**

The purpose of Challenge is to permit students to obtain full credits for a Grade 10, 11 or 12 course without having to take the course because they have already acquired the appropriate learning elsewhere. All students are entitled to Challenge; however, it is anticipated that only small numbers of students will be able to give strong and compelling evidence that they will succeed in the Challenge, and that it is in their best interests. Challenge is not envisioned as a way for students to improve their course marks, nor as a replacement for the valuable experience a student gains by learning in a classroom setting.

### **2.2 Student Requirements for Challenge**

All students are entitled to request an opportunity to Challenge a Ministry-Authorized or Board/Authority Authorized Grade 10, 11, or 12 course for credit.

- 2.2.1 The course must not be a Board/Authority Authorized Course in its first year of implementation.
- 2.2.2 The student must be able to give strong and compelling evidence that they will succeed in the Challenge and that it is in their best interests.
- 2.2.3 The student must demonstrate exceptional ability related to the course without any documentation to support equivalency being assigned.
- 2.2.4 The student must submit a "Course Challenge Application Form: Student Declaration" to the Registrar.

- 2.2.5 The entire course must be challenged; a partial credit will not be granted through the challenge process.
- 2.2.6 The student will be granted only one opportunity to challenge a specific course.
- 2.2.7 All students enrolled at SCK, with the exception of some international students (refer to the [International Student Graduation Credit Policy](#)), are entitled to one free challenge per Ministry-developed graduation program course offered by the seminary in that school year.
- 2.2.8 The entitlement to a free challenge does not apply if the student has:
  - Already challenged and passed the course;
  - Previously completed the course through enrolment;
  - Already been granted credit through equivalency.

### 2.3 Assessing and Approving the Challenge

- 2.3.1 The Registrar, Principal/Rector and certified teacher will review the “Course Challenge Application Form: Student Declaration” and any documentation of prior learning to determine if course equivalency applies. If equivalency does not apply, the student may proceed with a formal Challenge process.
- 2.3.2 The Challenge process must assess the Big Ideas, Curricular Competencies, and Content of the course.
- 2.3.3 Assessment strategies can include hands-on demonstrations, oral performances, interviews, written exams, or presentations of work.
- 2.3.4 The student must demonstrate in a variety of ways that they have the knowledge, understanding and skills equivalent to the prescribed learning outcomes for the course.
- 2.3.5 SCK is not required to offer Challenges for courses it does not teach. However, SCK will cooperate to support the student in challenging courses not offered at the Seminary when possible.
- 2.3.6 The student will be awarded credit for a successful Challenge, and receive a letter grade and percentage mark for the course according to the Ministry Reporting Policy and Guidelines, and the Student Progress Report Order.
- 2.3.7 For funding purposes, the Registrar must report successful Challenges to the Ministry via the TRAX system by June 30 of the school year in which the Challenge occurs. The appropriate TRAX code should be used in the "Course Type Field" for courses completed through Challenge.

### **3. External Credits (Ministry-Approved Documented Prior Learning)**

Students earn external credentials by taking courses, programs, or activities that fall outside the normal B.C. school curriculum. Because these courses are developed and offered outside the B.C. school system, they must meet specific criteria in order to be authorized as an external credential course. The Ministry of Education and Child Care is solely responsible for reviewing, approving, and publishing a list of [recognized external credentials and assessments](#).

All external credentials must meet the same (or greater) level of depth, breadth, and rigour as ministry-developed Grade 10, 11 or 12 courses. Additionally, the Ministry requires an evaluation component that assesses the credential's Learning Standards. For more information on specific program requirements, please see the appropriate area [here](#). View the Ministry's directory of approved external credentials [here](#).

#### **3.1 Student Requirements for External Credit**

- 3.1.1. All students enrolled at SCK are entitled to receive credit for approved external credentials, provided they submit appropriate documentation verifying successful completion of the credential, course, or program.
- 3.1.2. In order to earn credit for an approved credential, students must provide the certificates/proof of successful completion of the external assessment, course, or program to the Registrar.
- 3.1.3. Although external credentials may contribute towards graduation requirements, they may or may not meet general or specific admissions requirements for post-secondary institutions. It is students' responsibility to verify admissions requirements for the post-secondary institutions they plan to attend

#### **3.2 Assessing and Approving the External Credit**

- 3.2.1 There is no limit to the number of credits a student may earn through external credentials. However, credit restrictions may apply where two or more credentials are deemed equivalent. In such cases, students will not receive duplicate credit. These restrictions are outlined in the Course Registry.
- 3.2.2 An external credential will be assigned a "Transfer Standing" (TS) credit, or where possible a letter grade and percentage determined by the Registrar in consultation with the Rector and a certified teacher when appropriate.
- 3.2.3 SCK will not charge students for external credential reviews, in accordance with Ministry policy.